
Extension Course in Export Trade

SPECIAL TRADE TOPICS

Discussions and demonstrations will be conducted by Lieut.-Col. L. M. Cosgrave, D.S.O., and R. S. O'Meara, B. Com., of the Commercial Intelligence Service, Department of Trade and Commerce, Ottawa, on the following special trade topics:

1. *Government Services and their Relation to Foreign Trade*
2. *Documentation*
(Proper documentation; channels of information; quotations; responsibility under bills of lading; banks and their interest in documents apart from financing of shipments; common mistakes and difficulties encountered.)
3. *Packing for Export*
4. *Foreign Correspondence*
5. *Representation and Salesmanship Abroad*

In addition, arrangements have been made to have representatives of leading export industries and managers of foreign exchange departments of Canadian banks attend the afternoon sessions to give the students the benefit of their experience and to discuss the practical side of various questions.

These discussions, demonstrations, and special addresses will occupy the time from 2 p.m. to 4 p.m. each day except Saturday.